

## SSCARA Minutes 23<sup>rd</sup> May 2024

**Attendees:** Josephine de Souza (Chair), Josephine Smith (JS), Jennie Sibley (JSi), Sharan Puri (SP), Cheryl Young (CY), Jane Joseph (JJ), Chris Hern (CH), Teresa Archbold (TA)

1. Apologies

Jas and Rajan sent apologies which were accepted.

2. Minutes from 04/04

These were agreed and will be uploaded to the Website.

**Action: Chair**

3. Constitution

CH reported that Rajan was to give him some financial points for the constitution. He had not done so. As Rajan hadn't supplied the points and time was pressing, it was agreed to take it to the AGM as is.

**Action: Chair**

4. Planning

The Chair explained that there was a lot going on with the planning. She highlighted the following:

- To watch: Family home in St Stephens being changed into HMO. Breach to planning as no application submitted to have an HMO. Enforcement liaised with the owner. We are waiting to hear back from enforcement.
- Point to raise with councillors to have a limit with HMO's.
- Sunita, CH and the Chair are working together on planning. However they feel that the Local Authority (LA) is not supporting them and is allowing too many HMO's.
- The Chair explained the communications received from Matt Robinson, enforcement re changed boundary walls of two houses in St Stephens. He stated that as it's over 4 years since the changes were made, they can't do anything. The Chair has contacted Historic England, the business director gave the link to their website. The Chair has confirmed that she will investigate registering our conservation area as being at risk. We are unaware of exactly what action will ensue; however, the LA will have to be involved.

**Action: Chair to investigate registering our conservation area as being at risk.**

CH pointed out that we need an article 4. This is where the Council agrees a policy when undertaking changes to a property, what actions need to get planning permission in its conservation areas. This could cover all the rights to painting, fencing etc.

**Action :Chair to respond to Matt Robinson to say disappointed, we are having a meeting with the councillors soon and our conservation area is at risk. She will highlight that we need the LA support to enforce the conservation area.**

- St Stephens road – The Chair reported a residence to enforcement due to the litter outside. Landlord was contacted and all rubbish is now cleared. However, enforcement need to follow up to see if this is a licenced HMO.

**Action: Chair to follow up with enforcement to confirm is the residence is a licenced HMO.**

5. Estate Agents

The Chair contacted several agents in order to encourage them to put conservation status at the forefront of their sales engagement with clients buying in the conservation area. This is to raise awareness of what this means in terms of responsibility and benefits for potential buyers.

6. Website

Content is up to date and the Chair will add photos. Arrangements to take these are being made. Any photos will be circulated prior to being uploaded to the website.

7. Neighbourhood Watch

The CCTV camera has been installed in the alleyway by the council. The Jehovahs Witnesses have cut back the foliage to aid visibility.

8. Councillor Meeting

This is scheduled for Weds 05/06 in the Church Hall. JSi will warn councillors on the closure of the road at that time. The date and time of the meeting has been circulated on the Whatsapp groups so that residents can attend. If anyone needs to add an agenda item, they have been asked to do this in advance. Some points for the agenda are as follows:

- Underplanting of trees, is there a policy?
- Planning
- Cameras at the Nelson Road end of St Stephens road.  
Why have these been removed and they need to be replaced.  
It's important to stress to councillors that there has been a murder in our area re drug dealing. CY reported that drug dealers have now changed places in the alleyway since the camera install to avoid detection.

**Action: All to call police when they see the drug dealers as we now have the description of these people.**

JSi reported that the councillors have not responded to confirm attendance. They have advised that they only have an hour for a meeting. Work will be needed from JSi and the Chair to ensure to prioritise the agenda points of which there are currently 9 follow up items and 4 new ones. The meeting will be chaired by the SSCARA Chair.

JSi will send on the minutes from the last meeting and the proposed agenda to the councillors.

Councillor Samia Chaudhary requested that JS send her the information on the parking research undertaken in the Parkside Rd area.

**Action: The Chair and JSi to review and prioritise agenda points for the councillors meeting.**

**Action: JS to send the parking research from Parkside rd asap to Councillor Samia Chaudhary.**

**Action: JSi to send agenda, parking information and previous minutes to the councillors prior to 05/06.**

#### 9. Treasurers Report

The funding from the Council is in the Residents Association bank account.

JS reported that she and TA will go to the bank on 24/05 to sort out the issue of not getting bank cards with the account. Difficult to know how to pay for things.

#### 10. Social Events

JS explained that a meeting was held last week with other Steering Group members to map out a calendar of events. The proposed running order is as follows:

- 13/07 – the Big Lunch. To be held in the church grounds. Permission to use the grounds is still awaited. Kristin (KD) is doing the publicity for this and the flower pot competition with the children. Results from the competition will be announced at the big lunch. KD to design the flyer. Music can be provided by KD's husband.
- Open City- September 2024, no confirmed date. If we do this, it's proposed that we follow up with a social locally to bring people together at the end.
- Nov/Dec 2024- Festival of lights. Decoration on the St Stephens trees, discussion re possible mulled wine etc. Lighting up ceremony. Lights to remain in trees. Permission may be needed. This is something to check with Councillors.

**Action: Check with councillors if permission is needed to place lights on the conservation area trees.**

- February 2025- Quiz
- May 2025- Bradarie, yard sale.

JS explained these are all proposals and she is open to any other suggestions.

Helpers will be needed for the Big Lunch. CY and SP confirmed they will help.

#### 11. AOB

- Litter picking- Ask KD what the set up is for the next litter picking i.e Adults with the children? One is needed prior to the Open City as we need the area to be clean.

**Action: Ask KD when the next litter pick is and if adults are included? Check if a date can be confirmed close to the Open City in September.**

- Next Meeting  
18/07 at 7pm.
- Low Traffic Neighbourhood

**Action: Rajan to bring details of this to the next meeting on 18/07.**

- AGM

**Action: Chair to address the agenda for the AGM in September at the next meeting on 18/07.**

Meeting closed 8.35pm.